



**United States Department of the Interior**  
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Instruction Memorandum No. WY-2006-040  
Expires 09/30/2007

To: Field Managers  
From: Associate State Director  
Subject: Public Participation Policy for Recreation Fee Site Increases and Proposed New Fee Sites/Areas

**Program Area :** Recreation Fees

**Purpose :** This Instruction Memorandum (IM) provides policy and guidance for public participation when either establishing new fee sites or making adjustments to existing fee sites for the Bureau of Land Management (BLM) in Wyoming.

**Policy/Action:** As required in Section 804 of The Federal Lands Recreation Enhancement Act (REA), the BLM is required to provide the public with an opportunity to participate in developing new or changing existing recreation fees. The following procedures are required:

- Publishing a notice in the Federal Register 6 months prior to establishing a new recreation fee site.
- Publishing a notice in local newspapers or publications located near the site when a new recreation fee or a change to an existing recreation fee is established.
- Evaluating public comments on the proposal.
- Consulting with the multi-agency Recreation Action Team (REACT) of the proposed decision.
- Providing supporting rationale or documentation such as a current business plan or by conducting price setting or using a comparable fee analysis.
- Ensuring that the Congressional delegation and affected County Commissioners are notified of the pending decision.
- Providing the public with annual feedback on how much revenue is collected at the site and how the fees were used. Appropriate outreach media include brochures, news releases, oral presentations, signs, and other public relations techniques.

The public participation requirement does not apply to Special Recreation Permits (SRPs) that are processed in accordance with the 2930 Manual ( Recreation Permit Administration-Policy and Program Direction for Reviewing, Issuing, Administering, Evaluating, Monitoring, And Management) and 2930 Handbook ( Recreation Permit Administration).

**Time Frame** : This policy is in effect immediately.

**Background** :The Federal Lands Recreation Enhancement Act, P.L.108-447 (REA), was enacted on December 8, 2004. The Wyoming Governor recommended to the Department of the Interior and to the Department of Agriculture that a new recreation Resource Advisory Committee not be established in Wyoming. Wyoming-BLM will follow the general public notification procedures outlined in REA.

**Contact** : If there are any questions concerning this IM, please contact Andy Tenney, Outdoor Recreation Planner, Division of Resource Policy and Management, at 307-775-6106.

/s/ Donald A. Simpson  
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